

**MINUTES OF THE MEETING OF THE
CATFISH CREEK CONSERVATION AUTHORITY**

Friday, November 19, 2021

Meeting #07/2021

The November Meeting of the Catfish Creek Conservation Authority Full Authority was conducted at the Aylmer Legion to accommodate social distancing.

PRESENT:

Rick Cerna	Chairperson	Township of Malahide
Lori Baldwin-Sands	Vice-Chairperson	City of St. Thomas
Arthur Oslach	Member	Town of Aylmer
Sally Martyn	Member	Municipality of Central Elgin
Paul Buchner	Member	Township of South-West Oxford

STAFF:

Dusty Underhill	Acting General Manager / Secretary-Treasurer
Susan Simmons	Financial Services Coordinator
Peter Dragunas	Water Management Technician
Kelsey Oatman	Program Support Assistant

PRESENT:

Rob Perry	Aylmer Express, Reporter
Alison Warwick	Chairperson, Kettle Creek Conservation Authority (KCCA)
Elizabeth VanHooren	General Manager/Secretary Treasurer, KCCA
Joe Gordon	Assistant Manager, KCCA

WELCOME / CALL TO ORDER:

Chairperson Cerna welcomed everyone and called the meeting to order at (10:02 a.m.). He thanked the Kettle Creek Conservation Authority representatives for attending the meeting, and their assistance over the past couple of months.

LAND ACKNOWLEDGMENT:

The CCCA recognized that the land on which we gather is in the traditional territory shared between the Haudenosaunee confederacy, the Anishinabe nations, and the Attiwonderonk Neutrals.

ADOPTION OF AGENDA:

<u>Motion # 100/2021</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Agenda for the November 19th, 2021, Full Authority meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

No one had a pecuniary interest to disclose at this time.

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

The Chairperson asked for disclosures of intentions to audio or video record the meeting. No one indicated any such intentions at this time.

ADOPTION OF MINUTES:

Motion # 101/2021 A. Oslach L. Baldwin-Sands CARRIED

THAT, the Minutes of Full Authority Meeting #06/2021 (October 7, 2021), be accepted as circulated.

Motion # 102/2021 L. Baldwin-Sands P. Buchner CARRIED

THAT, the Minutes of the Interview Committee #IC04/2021 (August 17, 2021), be adopted as circulated.

BUSINESS ARISING FROM MINUTES:

No one reported any outstanding business to discuss from the previous Minutes.

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS

Report FA 41/2021 – Monthly Staff Reports, was presented, discussed, and resolved.

Motion # 103/2021 L. Baldwin-Sands A. Oslach CARRIED

THAT, Staff Reports for the month of October 2021, be noted and filed.

Report FA 42/2021 – October Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 104/2021 P. Buchner S. Martyn CARRIED

THAT, Report FA 42/2021, be noted and filed.

Report FA 43/2021 – Accounts Paid, was presented, discussed, and resolved.

Motion # 105/2021 L. Baldwin-Sands A. Oslach CARRIED

THAT, Accounts Paid totaling \$89,416.85, be approved as presented in Report FA 43/2021.

Report FA 44/2021 – Conservation Authorities Act Transition Work Plan, was presented, discussed, and resolved.

Motion # 106/2021 A. Oslach P. Buchner CARRIED

THAT, the Catfish Creek Conservation Authority Transition Plan be approved as presented; and further,

THAT, the Transition Plan be circulated to Member Municipalities, the Ministry of the Environment, Conservation and Parks (MECP) and the CCCA website or made public knowledge by other means by December 31, 2021.

Report FA 45/2021 – Christmas Office Closure, was presented, discussed, and resolved.

Motion # 107/2021 S. Martyn A. Oslach CARRIED

THAT, the Christmas Office closure schedule be approved as presented; and further,

THAT, staff use vacation time and/or overtime credits to cover any days not covered in the Personnel Policy.

ACTING GENERAL MANAGER / SECRETARY-TREASURER'S REPORT:

The Acting General Manager/Secretary-Treasurer provided members with the following updates:

a) Conservation Authorities Act Amendments:

The Acting General Manager / Secretary – Treasurer informed the Board of Directors that the first phase of the new regulations regarding the *Conservation Authorities Act* had been released at the beginning of October. These changes will affect the relationship between municipalities and Conservation Authorities for the delivery of programs and services. An inventory of programs and services must be created by February 28, 2022 categorizing services rendered into Category 1: Mandatory Programs and Services, Category 2: Municipal Programs and Services through Agreement, and Category 3: Programs CA's find advisable to meet the direction of the CA.

b) CCCA Budget:

The Acting General Manager / Secretary – Treasurer updated the Board of Directors that he and the Financial Services Coordinator had been working on the 2022 budget. He explained that they had preemptively separated the budget into Mandatory and Non-Mandatory Programs according to the *Conservation Authorities Act* changes.

c) Springwater Conservation Area – Evans' Sisters Green Roof Stage:

The Acting General Manager / Secretary – Treasurer informed the Board of Directors that the materials for the stage had been dropped off, and the erection had begun. The COVID-19 pandemic had created numerous problems, and shortages but the project is getting back on track.

d) Alternative Land Use Services (ALUS) – Memorandum of Understanding:

The Acting General Manager / Secretary – Treasurer updated the Board of Directors that the CCCA had finalized and submitted the memorandum of understanding with ALUS Canada to share data regarding certain projects with them for the with RBC Tech4Nature Test-Transfer project.

e) Lake Erie Source Protection Committee:

The Acting General Manager / Secretary – Treasurer informed the Board of Directors that he had met with Martin Keller of the Grand River Conservation Authority to get up-to-date with the Committee and all the upcoming changes due to the *Conservation Authorities Act* changes.

f) CO Ontario Client Centric Checklist:

The Acting General Manager / Secretary – Treasurer informed the Board of Directors that staff had been participating in the Conservation Ontario (CO) annual reporting cycle. Staff will provide CO with a table outlining whether or not permits were issued within the recommended timelines, as well as the CO best practice timelines.

g) Malahide Parks and Recreation Plan:

The Acting General Manager / Secretary – Treasurer informed the Board of Directors that he had reviewed the Township of Malahide's Parks and Recreation Plan. He stated he found it very progressive and the new *Regulation 688/21 Conservation Lands* is to interconnect passive day use things that don't seek immediate supervision, and connectivity between trail systems will go to fulfilling that part of the *Act*.

h) Section 39 Grant:

The Acting General Manager / Secretary – Treasurer updated the Board of Directors that the CCCA had finalized and submitted the mandatory interim reporting for the Section 39 Grant Transfer Agreement.

i) General Manager's Meeting Updates:

The Acting General Manager / Secretary – Treasurer informed the Board of Directors that he had been attending numerous General Manager's Meetings. The main topic of discussion was the new amendments to the *Conservation Authorities Act*. He stated that many of the Conservation Authorities had been interpreting the *Act* differently and found their viewpoints beneficial.

UNFINISHED BUSINESS:

None

CHAIRPERSON'S / BOARD MEMBER'S REPORT:

Member Oslach asked to clarify the upcoming Committee meeting dates as well as the Full Authority December meeting date. He stated that if the Legion was to be used he had to book it right away due to the busy holiday season. Staff indicated that if the Legion was busy, the Springwater Schoolhouse is an alternative location to hold any upcoming meetings. Member Oslach said he would let staff know and they can coordinate from there.

NOTICE OF MOTIONS / NEW BUSINESS:

None

CORRESPONDENCE:

a) Copied:

- A letter received November 4th, 2021 from the Ministry of the Environment, Conservation and Parks regarding Per Diems for Members of Conservation Authorities
- Copies of letter that Conservation Ontario sent October 5th, 2021 to various governmental organization regarding an Update on Conservation Ontario's Client Service and Streamlining Initiative

b) Not Copied:

- Correspondence Registers for October, 2021.

<u>Motion # 108/2021</u>	P. Buchner	S. Martyn	CARRIED
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THAT, the Copied Correspondence and the Correspondence Registers for October, 2021, be noted and filed.

CLOSED SESSION:

<u>Motion # 109/2021</u>	S. Martyn	P. Buchner	CARRIED
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THAT, the Full Authority adjourn to Closed Session at (10:33 a.m.).

<u>Motion # 110/2021</u>	S. Martyn	A. Oslach	CARRIED
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THAT, the Full Authority rise with report at (12:00 p.m.).

<u>Motion # 111/2021</u>	P. Buchner	L. Baldwin-Sands	CARRIED
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THAT, the Minutes of the Special Meetings of the CCCA Board or Directors (August 13, September 9, 19, and 21, 2021), be adopted as circulated.

Motion # 112/2021

L. Baldwin-Sands

P. Buchner

CARRIED

THAT, the CCCA work formally towards a shared service agreement with Kettle Creek Conservation Authority; and further,

THAT, CCCA set up a committee of equal representation to evaluate the next steps.

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, December 16, 2021, at the Aylmer Legion commencing at 10:00 a.m.

Motion # 113/2021

A. Oslach

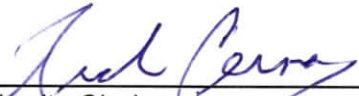
L. Baldwin-Sands

CARRIED

THAT, the Full Authority be terminated at (12:01 p.m.).



Acting General Manager / Secretary –Treasurer



Authority Chairperson